

# BOARD OF SUPERVISORS

## Brown County

305 E. WALNUT STREET

E-Mail: [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221



### "PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

THE WEEK OF  
June 22 – 26, 2015

#### MONDAY, JUNE 22, 2015

- |          |  |  |
|----------|--|--|
| *5:30 pm | Land Conservation Subcommittee – <i>Note Location</i>              | 2 <sup>nd</sup> Floor Terminal Bldg, Airport<br>2077 Airport Drive |
| *5:45 pm | Planning, Development & Transportation Cmte – <i>Note Location</i> | 2 <sup>nd</sup> Floor Terminal Bldg, Airport<br>2077 Airport Drive |

#### TUESDAY, JUNE 23, 2015

(No Meetings)

#### WEDNESDAY, JUNE 24, 2015

- |          |                          |  |
|----------|--------------------------|--|
| *5:30 pm | Human Services Committee | Room 200, Northern Bldg.<br>305 E. Walnut Street |
|----------|--------------------------|--|

#### THURSDAY, JUNE 25, 2015

- |          |  |  |
|----------|--|--|
| *8:30 am | Aging & Disability Resource Center – Executive and Finance Cmte. | ADRC<br>300 S. Adams Street                      |
| *5:30 pm | Administration Committee   | Room 200, Northern Bldg.<br>305 E. Walnut Street |

#### FRIDAY, JUNE 26, 2015

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

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**LAND CONSERVATION SUBCOMMITTEE**

Norbert Dantine, Jr., Chair  
Dave Kaster, Vice Chair  
Bernie Erickson, Dave Landwehr,  
Tom Sieber, Dan De Grave

**LAND CONSERVATION SUBCOMMITTEE**

**Monday, June 22, 2015**

**5:30 p.m. (PD&T to Follow)**

**\*\* Tour of US Customs Facility @ 5:15 pm \*\***

**Austin Straubel International Airport  
2<sup>nd</sup> Floor of Terminal Bldg., Large Conference Room  
2077 Airport Drive, Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA**

**\*\*NOTE TIME AND LOCATION\*\***

**\*\*For those planning on attending the meeting, please park in the short term parking lot and  
bring in your parking ticket for validation.**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of April 27, 2015.

**Comments from the Public**

1. Budget Update April, 2015.
2. Budget Adjustment Request (15-37): Any increase in expenses with an offsetting increase in revenue.
3. Open Positions.
4. Variance request by Tinedale farms to allow an earthen manure storage facility expansion to be located within the 250' setback requirement.
5. Introduction to Cooperative Manure Digester Project.
6. Director's Report.

**Other**

7. Such Other Matters as Authorized by Law.
8. Adjourn.

Norb Dantine, Jr., Chair

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### PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair  
Dave Kaster, Vice Chair  
Dave Landwehr, Norbert Dantinne, Tom Sieber

### PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, June 22, 2015

Approx. 5:45 p.m. (or to follow Tour & Land Con)

**\*\* Tour of US Customs Facility @ 5:15 pm \*\***

Austin Straubel International Airport  
2<sup>nd</sup> Floor of Terminal Bldg., Large Conference Room  
2077 Airport Drive, Green Bay

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA

### **\*\*NOTE TIME AND LOCATION\*\***

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and bring in your parking ticket for validation.**

- I. Call Meeting to Order.
  - II. Approve/Modify Agenda.
  - III. Approve/Modify Minutes of April 27, 2015.
1. Review minutes of:
    - a. Harbor Commission (January 12, 2015, February 9, 2015, February 16, 2015, and March 9, 2015).
    - b. Planning Commission Board of Directors (March 4, 2015 and May 6, 2015).
    - c. Solid Waste Board (January 19, 2015, February 16, 2015, March 16, 2015, and April 20, 2015).

### Comments from the Public

### Reasons for Turnover Report

2. PD&T Committee - Month of April, 2015.

### Communications

3. Communication from Supervisor Hoyer re: Assessment of outdoor coal piles on the western shore of the Fox River as a health risk and a source of airborne pollutants, as well as proposals for remediation and elimination of the health consequences on our citizenry. *Held for two meetings.*

4. Communication from Supervisor Gruszynski re: The County Board work with the Brown County Extension and the County Executive to support and fund a “community Gardens” organizer staff position in the 2016 budget. *Referred from May County Board.*

#### **Register of Deeds**

5. Budget Status Financial Report for April, 2015.
6. Property Fraud Alert.

#### **UW-Extension**

7. Budget Status Financial Report,
8. Director’s Report.

#### **Planning and Land Services**

##### **Land Information** – No agenda items.

9. Planning Commission - Budget Status Financial Report for April, 2015.
10. Update re: Development of the Brown County Farm property – *standing item.*
11. Property Listing - Budget Status Financial Report for April, 2015.
12. Zoning - Budget Status Financial Report for April, 2015.

#### **Port & Resource Recovery**

13. South Landfill and Resource Recovery Park Master Plan (15 minute presentation)- Request For Approval.
14. Resolution Reaffirming Support for the Great Lakes-St Lawrence River Basin Water Resources Compact.
15. Resolution re: Rescinding May 21, 2014 Renard Island Causeway Ownership Transfer Resolution. *Motion at February Meeting: To use any legal means necessary to obtain an easement at Sauk Road from the City of Green Bay to access the causeway and Renard Island; Motion at March County Board: Hold for 60 days and return to the PD&T Committee.*
16. Director’s Report.

#### **Public Works**

17. Budget Adjustment Request (15-40): Any allocation from a department’s fund balance.
18. 2014 Annual Financial Report (as required by the State of Wisconsin).
  - a. Summary of Operations for April, 2015 and May, 2015.
19. Director’s Report.
20. 6-Year (2016-2021) Highway & Bridge Capital Improvement Plan (CIP) Summary.
21. Open Session: Discussion and possible action regarding consideration of personnel problems and discipline relating to specific persons at the Department of Public Works.
22. Closed Session: Notice is hereby given that the above governmental body will adjourn into closed session for discussion and possible action regarding consideration of personnel problems and discipline relating to specific persons at the Department of Public Works pursuant to Wis. Stat. §19.85(1)(f) which authorizes a closed session to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons...which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories, or data, or involved in such problems or investigations.
23. Reconvene in Open session: Discussion and possible action regarding consideration of personnel problems and discipline relating to specific persons at the Dept. of Public Works.

**Airport**

24. Resident Request to expand home at 1581 View Lane.
25. Resolution re: Change in Table of Organization for the Airport Maintenance Mechanic.
26. Request to approve roof bid for a portion of the terminal.
27. Airport Financial Report.
28. Director's Report.

**Other**

29. Audit of bills.
30. Such other matters as authorized by law.
31. Adjourn.

Bernie Erickson, Chair

**Attachments**

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### **HUMAN SERVICES COMMITTEE**

Patrick Evans  
Dan Robinson, Erik Hoyer,  
Dan Haefs, Pat La Violette

### **HUMAN SERVICES COMMITTEE**

**Wednesday, June 24, 2015**

**5:30 p.m.**

**Room 200, Northern Building**

**305 E. Walnut Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEM LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 27, 2015.

### **Comments from the Public**

### **Report from Human Services Chair, Patrick Evans**

1. **Review Minutes of:**
  - a. Aging & Disability Resource Center of Brown County (April 23, 2015).
  - b. Community Options Program Planning Committee (May 18, 2015).

### **Reasons for Turnover Report:**

2. Human Services - Month of April, 2015.

### **Communications**

3. Communication from Supervisor Robinson re: That the new County Human Services Director and the Human Services Department staff put together a report to be presented at the August Human Services Committee, with monthly updates to the Committee that examines: CTC/In – patient Mental Health & AODA County Services; community Mental Health and AODA County Services; Mental Health and AODA services offered by the community in general with which the County has a partnership. ***Standing item.***

### **Health Department**

4. Customer Service Survey – Public Health Inspector. *Referred from June Exec Cmte.*

### **Human Services Department**

5. Resolution re: Helping families move from homelessness to self-sufficiency. ***Standing Item until such time that there is action to be taken.***

6. Executive Director's Report.
7. Financial Report for Community Treatment Center and Community Programs.
8. Statistical Reports.
  - a. CTC Staff – Double Shifts Worked.
  - b. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
  - c. Monthly Inpatient Data – Bellin Psychiatric Center.
  - d. Child Protection – Child Abuse/Neglect Report.
  - e. Monthly Contract Update.
9. Request for New Non-Continuous Vendor.

**Aging & Disability Resource Center** – No agenda items.

**Syble Hopp** – No agenda items.

**Veterans Services** – No agenda items.

**Other**

10. Such other Matters as Authorized by Law.
11. Audit of bills.
12. Adjourn.

Patrick Evans, Chair

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# AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY EXECUTIVE AND FINANCE COMMITTEE MEETING

**Thursday, June 25th 2015 at 8:30 a.m.**

**300 S. Adams Street, Green Bay, WI 54301**

## **AGENDA**

<b>Agenda Item</b>	<b>Handout</b>	<b>Action Required</b>
1. Pledge of Allegiance		
2. Introductions		
3. Adoption of Agenda	Yes	Yes
4. Approval of the minutes of Executive & Finance Committee of April 16 <sup>th</sup> , 2015	Yes	Yes
5. Finance 101 Training	Yes	
6. Draft Budget Discussion	Yes	Yes
7. Adjourn		Yes

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Marvin Rucker, Chairperson  
Aging & Disability Resource Center  
of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"



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## **ADMINISTRATION COMMITTEE**

Steve Fewell, Chair  
Allan Jamir, Vice Chair  
Jamie Blom, Thomas De Wane  
Richard Schadewald

## **ADMINISTRATION COMMITTEE**

**Thursday, June 25, 2015**

**5:30 p.m.**

**Room 200, Northern Building  
305 E. Walnut Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM  
LISTED ON THE AGENDA**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 28, 2015.

## **Comments from the Public**

1. Review Minutes of:
  - a. Housing Authority (May 18, 2015 and June 1, 2015).

## **Reasons for Turnover Report:**

2. Human Services - Month of April, 2015.

## **Communications:**

3. Communication from Supervisor Schadewald re: Request that the Administration Committee revisit Chairman Moynihan's proposal for computer equipment for Supervisors; *May's motion: To hold for one month for costs and demo.*
4. Communication from Supervisor Jamir re: Have Technology Services research options and cost to publish/upload/broadcast County Board and committee meetings for social media such as You-Tube, stream in real time or near real time; *May's motion: To hold for one month.*

## **Corporation Counsel:**

5. Budget Status Financial Report for April, 2015.
6. Monthly Report, May 2015.

## **Technology Services:**

7. Budget Status Financial Report for April, 2015.
8. Technology Services Monthly Report, June 2015.

**Child Support:**

9. Departmental Openings Summary.
10. Agency Director Summary for June, 2015.
11. Approval to accept Avenue Community Impact Grant to promote SPSK program (pending state/federal approval).

**Human Resources:**

12. Budget Status Financial Reports for April, 2015.
13. Activity Report for May, 2015.
14. Departmental Opening Summary.
15. Director's Report.

**Department of Administration:**

16. Budget Status Financial Report for April, 2015.
17. 2015 Budget Adjustment Log.
18. Departmental Opening Summary.
19. Asset Maintenance Fund Expenditures - Informational.
20. Director's Report.
21. **Treasurer** - Budget Status Financial Report for April, 2015.

**County Clerk** – No agenda items.

**Other**

22. Audit of bills.
23. Such other matters as authorized by law.
24. Adjourn.

Steve Fewell, Chair

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## JUNE 2015



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3 Public Safety 11:00 am	4 Ed & Rec 5:30 pm @ NEW Zoo	5	6
7	8 Executive Cmte 5:30 p.m.	9	10	11	12	13
14	15	16 Veterans Recognition Subcmte 5:00 pm	17 Spc Human Svcs 6:45 pm <b>Board of Supervisors 7:00 pm</b>	18	19	20
21  <i>Fathers Day</i>	22 Land Con 5:30 pm PD&T 5:45pm @ Airport	23	24 Human Services 5:30 pm	25 Admin Cmte 5:30 pm	26	27
28	29	30				



## JULY 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Public Safety 11:00 am Ed & Rec 5:30 pm @ Golf Course	2	3 <i>County Board Office Closed</i>	4 
5	6 Executive Cmte 6:00 pm	7	8	9	10	11
12	13	14 Employee Picnic 	15 <b>Board of Supervisors 7:00 pm</b>	16 CICB 8:00 am	17	18
19	20	21 Veterans Recognition Subcmte 5:00 pm	22 Human Services 5:30 pm	23 Admin Cmte 5:30 pm	24	25
26	27 Land Con 6:00 pm PD&T 6:15 pm	29	29	30	31	

## **BROWN COUNTY COMMITTEE MINUTES**

- Human Services Board (June 11, 2015)
- Library Board (May 14, 2015)

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

## **PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD**

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, June 11, 2015 in in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

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**Present:** Chairman Tom Lund  
Carole Andrews, Craig Huxford, Bill Clancy, Susan Hyland

**Excused:** Paula Laundrie, Helen Smits, JoAnn Grashberger

**Also Present:** Erik Pritzl, Executive Director  
Nancy Fennema, Director of Community Programs  
Jordon Bruce, Interim Hospital & Nursing Home Administrator  
Luke Schubert, Hospital & Nursing Home Administrator  
Jenny Hoffman, Economic Support Administrator  
Kristin Madison, Accountant Supervisor

---

1. **Call Meeting to Order:**  
The meeting was called to order by Chairman Tom Lund at 5:15 pm.
2. **Approve/Modify Agenda:**  
ANDREWS/HYLAND moved to approve the agenda.  
The motion was passed unanimously.
3. **Approve Minutes of May 14, 2015 Human Services Board Meeting:**  
  
HYLAND/HUXFORD moved to approve the minutes dated May 14, 2015.  
The motion was passed unanimously.
4. **Executive Director's Report:**  
  
Executive Director Pritzl included his written report with the agenda. He stated that they are currently going through the interview process for the Finance Manager position and have some good candidates.  
  
Director of Community Programs Fennema added that the original list of employees leaving during the Family Care transition was 54; we are down to 7 individuals who haven't secured permanent positions.  
  
ANDREWS/HYLAND moved to receive and place on file.  
Motion was carried unanimously.
5. **Presentation re: Economic Support Services:**  
  
Economic Support Administrator Hoffman gave a PowerPoint presentation regarding Economic Support (ES) services (attached).

Hoffman stated that ES is highly regarded and they work with multiple state departments including DCF, DHS, Department of Admin and the Office of Inspector General. ES has several performance standards they need to meet and they have been successful.

Hoffman stated that individuals can use their Foodshare benefits at the farmer's market and there is a match program where if they buy a certain amount of food there, they will get extra money.

An example of working with our community partners was after the Danz Ave. apartment fires. We sent a couple staff to assist families who lost everything in duplicating their Foodshare benefits for the month.

We have one Economic Support Specialist who is out stationed at St. Vincent Hospital who works closely with their finance department; it has been a great collaboration. We also have two detectives through the Brown County Sheriff's department who do our fraud investigations.

Q: Citizen Board Member Clancy asked if the fraud violations have decreased with the presence of the fraud officers.

A: Administrator Hoffman stated that they haven't gone down but they also haven't increased. The fraud officers do 300 to 375 fraud investigations annually. We have seen a decrease in the misuse of the Foodshare card as the detectives have good relationships with the security in the local grocery stores.

Q: Chairman Lund asked if there has been any legislative effort to pay counties for fraud investigations.

A: Administrator Hoffman stated there was nothing federally put in the governor's budget. They have been successful in working with legislators to double the amount of fraud funding.

HUXFORD/ANDREWS/ moved to receive and place on file.

Motion was carried unanimously.

## **6. Review/Discussion/Approval of Staffing Changes at CTC:**

Interim Hospital & Nursing Home Administrator Bruce handed out a packet with suggested CTC staffing changes. Executive Director Pritzl prefaced the conversation but stating that due to the fact that the Human Services Board is the governing board for the hospital, the recommended changes are being brought here for the first review and then will go through the process for approval.

Interim Hospital & Nursing Home Administrator Bruce talked through the changes proposed in the packet. A clinical leader is needed to tie the whole campus together so adding a chief nursing officer in place of the assistant director of nursing is the best route. Having a Therapeutic Rec Manager in lieu of a Rec Therapist would provide needed oversight to the Certified Occupational Therapist Assistants to meet regulations. A Masters of Social Work and additional COTA is necessary for 7 day week coverage to meet regulations. The net effect of all the position restructuring would be a savings for us budget-wise and provide efficiencies for the entire campus.

ANDREWS/HYLAND moved to approve the staffing changes at the CTC.

Motion was carried unanimously.

**7. Administrator Report (CTC):**

The NPC monthly report and the QAPI summary report were submitted with the board packet agenda. Interim Hospital & Nursing Home Administrator Bruce stated that we are currently performing audits and have been seeing improvements. Bruce stated this is has last HS Board meeting and he appreciates the ability for him to come in and assist with the CTC. We have tremendous staff members that are great with our clients. The CTC is a great resource that the county is providing for Brown County.

ANDREWS/HYLAND moved to receive and place on file.  
Motion was carried unanimously.

**8. Financial Report:**

A financial report was submitted with the board packet agenda.

CLANCY/HUXFORD moved to receive and place on file.  
Motion was carried unanimously.

**9. Statistical Reports:**

Please refer to the packet which includes this information.

**10. Approval for New Non-Continuous Vendor:**

Please refer to the packet which includes this information.

**11. Request for New Vendor Contract:**

Please refer to the packet which includes this information.

ANDREWS/HYLAND moved to receive items 9 through 12 and place on file.  
Motion was carried unanimously.

**12. Other Matters:**

Next Meeting: Thursday, July 9, 2015  
5:15 p.m. – Sophie Beaumont Building, Board Room A

**13. Adjourn Business Meeting:**

ANDREWS/HYLAND moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 6:24 p.m.

Respectfully Submitted,

Kara Navin  
Office Manager/Recording Secretary

# **ECONOMIC SUPPORT SERVICES**

**6/11/15**



# **MISSION**

- **The mission of the Economic Support Services Unit is to provide timely and accurate benefits to eligible recipients residing in Brown County within the guidelines of Federal and State regulations. Customers will be recognized as individuals with unique needs and shall be treated with respect and dignity.**
- **Economic support programs are designed to assist people in meeting basic living and health care needs.**
- **These programs include: Child Care Assistance, FoodShare, Energy Assistance, Medicaid and Badgercare.**

## PROGRAMS ADMINISTERED

- **Foodshare** - also known as SNAP, helps people with limited income to buy food.
- **Medicald / BadgerCare-** is a health care coverage program for low-income Wisconsin residents.
- **Wisconsin Home Energy Assistance Program-** provides assistance for heating costs, electric costs, and energy crisis situations.
- **Wisconsin SHARES Child Care Program** - helps low-income working families pay for their child care.
- <https://www.youtube.com/watch?v=Jw7uT1jOt0o>

## **SERVICE DELIVERY**

- **Bay Lake Consortium – serving Brown, Door, Marinette, Oconto and Shawano Counties; Income Maintenance programs**
- **Change and Information Center – 1-888-794-5747**
  - **With one call, customers can:**
    - **Apply for Medicaid, Badgercare, and FoodShare**
    - **Complete a missed review**
    - **Schedule an appointment**
    - **Report a change**
    - **Add a Program**
    - **Ask general questions**
- **4 ways to apply for IM programs: online, by phone, in person, by mail (paper application)**
- **Energy Assistance – apply in person or by calling 448-6460**

## **SERVICE DELIVERY (CONT.)**

- **Change and Information Center - Calls Answered in 2014:**

- **139,646**

- **2015 - Average: 11,700 calls per month**

- **Applications Processed in 2014:**

- **Bay Lake Consortium: 42,020**

- **Brown County: 26,602**

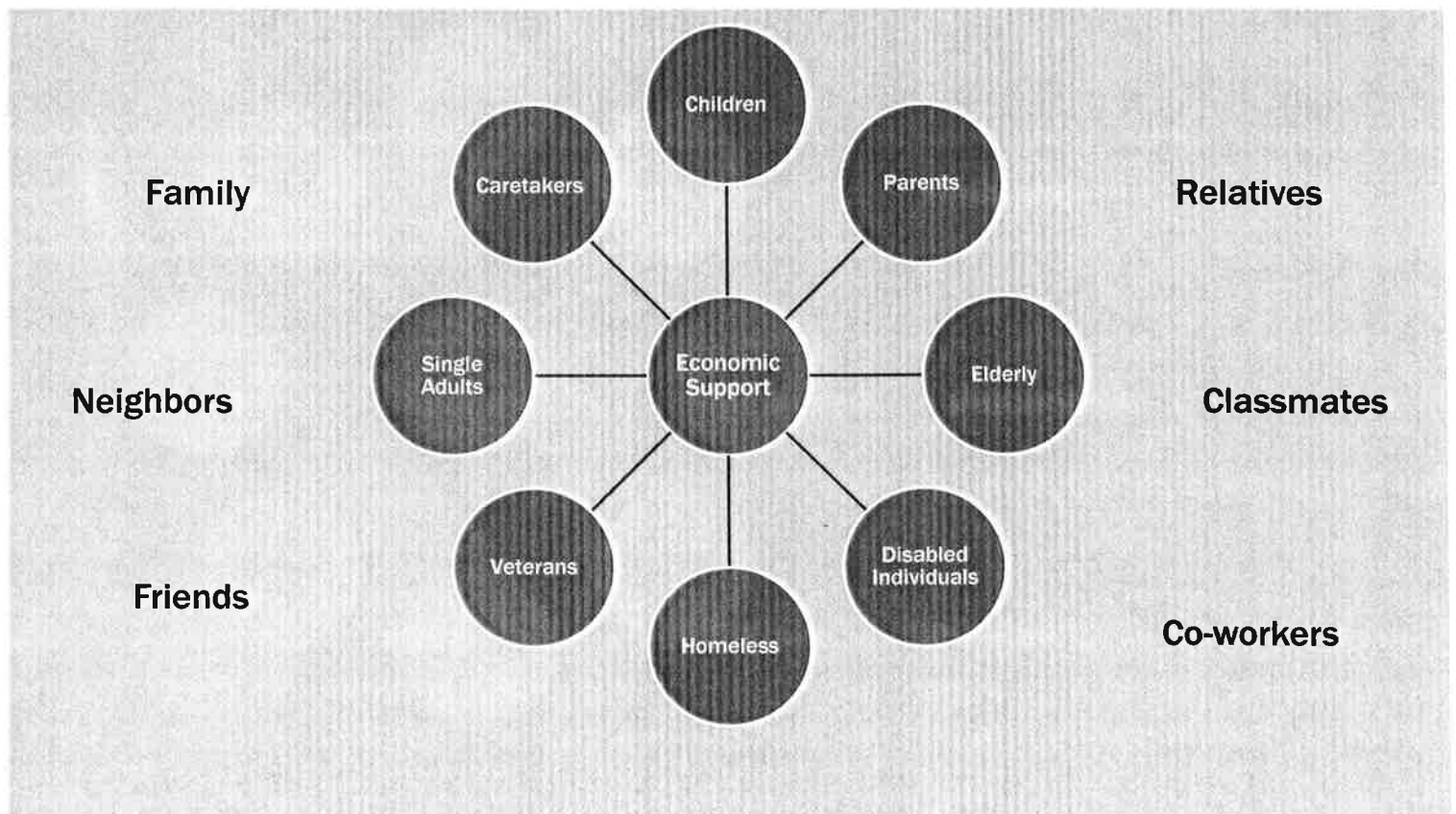
- **Bay Lake Consortium Caseload- 2015: 42,557**

- **Brown County: 25,727**

# CASELOAD INFORMATION

- **TOTAL CASELOAD: 25,727**
- **Foodshare**
  - Recipients served monthly: 29,147
  - Benefits issued monthly: \$3,000,000
- **Medicaid / BadgerCare**
  - Recipients served monthly: 43,407
  - 2013 annual Medicaid expenditures: \$230,000,000
- **Wisconsin Home Energy Assistance Program**
  - Cases processed – FFY 2015 (10/1/14 – 5/27/15) – 5,493
  - FFY 2015 benefits issued: \$1,900,000
- **Wisconsin SHARES Child Care Program**
  - Monthly caseload: 827
  - Monthly children served: 1,286
  - Benefits issued monthly: \$550,000

# ECONOMIC SUPPORT CONSUMERS





# COMMUNITY PARTNERS

## ■ Key Community Partners Include:

- Aging and Disability Resource Center
- Behavioral Health Unit, Child Protection Unit, Adult Protection, CTC
- Brown County Child Support Agency
- Brown County Sheriff's Department
- Casa Alba
- District Attorney's Office
- Food and Hunger Network
- Forward Services Corporation
- NEWCAP
- NEW Community Clinic
- Refugee Task Force
- Salvation Army
- Senior Centers – Denmark, DePere, Pulaski
- St. Mary's Hospital
- St. Vincent de Paul
- St. Vincent Hospital
- U W Extension Office
- Veteran's Services
- Wisconsin Public Service

# BROWN COUNTY HUMAN SERVICES – ECONOMIC SUPPORT UNIT

Jenny Hoffman  
Economic Support Administrator

Bonnie DeBauche  
Economic Support Supervisor

Robyn Gillis  
Economic Support Supervisor/  
Trainer

Chelsey Groessl  
Economic Support Supervisor

Carol Shimek  
Economic Support Supervisor

## Lead Workers

Becky Hetfield  
Theresa Sommerfeldt  
Dawn Schmidt

## Outstationed at St V's

Michelle Domke

## Family Workers

Janet Counard  
Amy DuFour  
Daniela Gamez  
Teri Garcia  
Crystal Glen  
Penny Greely  
Carmen Hall  
Kevin Longton  
Ashley Mollan  
Beth Portilia  
Carol Strzyzewski  
Nicole Vincent

## Family Workers

Taylor Geyso  
Stacy Gille  
Amanda Huilar  
Katie Ledvina  
Stephanie Lenz  
Brad Loberger  
Xiong Lor  
Rebecca Tease

## Support Services

Graciela Gilliam  
Karen Konitzer  
Deysi Lasee  
Shelley Olson  
Ale Rodriguez  
Kathy Tilkens

## Family Workers

Katie Budzis  
Krstina Martirosyan  
Judy Steffens  
Chris Van Hefty  
Britney Weronka

## Family / Energy

Donna Agamaite  
Emelie Fearson  
Heather Hussli  
Courtney Lindsey  
Ashley Pieschek  
Emily Schabow  
Allison VanGroll  
Pang Yang

## Fraud Aides

Vacant I  
Diane VanAsten

## Detectives – BCSO

Sgt Tim Bernklau  
Sgt G. Shepardon

## EBD/LTC

Alnilda Albizu  
Olivia Basak  
Corissa Benzschawel  
Matt Connell  
Ashley Johnson  
Robin Langenkamp  
Michelle Peterson  
Carol Sheier

## Family Workers

Sarah Beylon  
Sarah Burden  
Luke Hartmann  
Stacie Linzmeier  
Jenny Mariucci  
Shelly Quick  
Lisa Selner

## Child Care Coordinators

Patti Barry  
Julie Dekeyser  
Pam Nemetz



# **ECONOMIC SUPPORT BUDGET - 2015**

## **■ STATE REVENUES / ALLOCATIONS:**

- Department of Children and Families: \$664,179
- Department of Health Services: \$1,913,338
- Department of Administration: \$273,237
- DHS Office of Inspector General: \$25,549

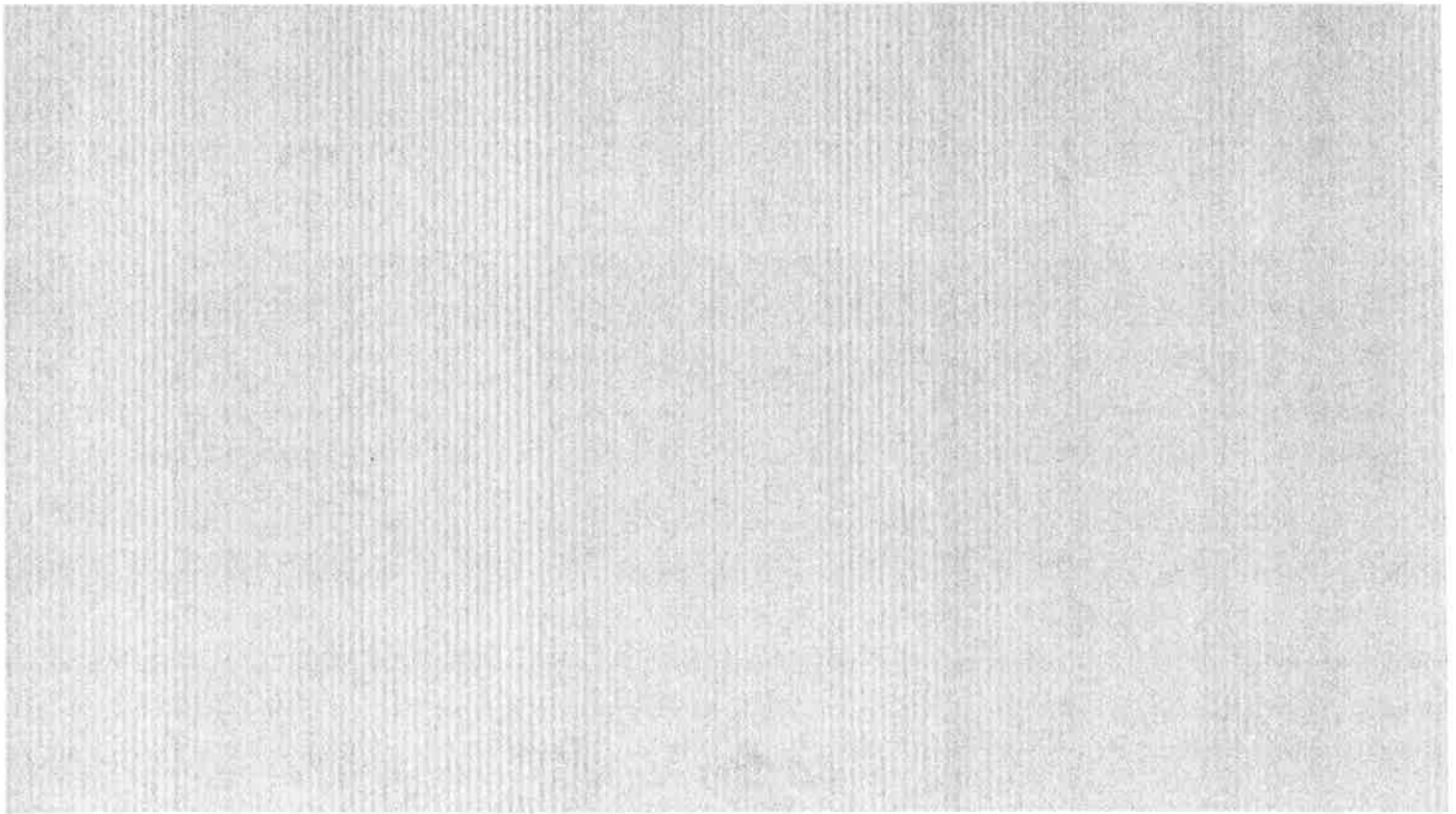
## **■ COUNTY LEVY: \$475,000**

## **■ FEDERAL MATCH: \$475,000**

## **POTENTIAL LEGISLATIVE CHANGES**

- **LFB Paper 355 - Drug Screening and Testing for Adults without Dependent Children enrolled in Badgercare Plus**
- **Assembly Bill 177 - Limiting foods purchased with FoodShare**
- **LFB Paper 370 - FoodShare Employment and Training Drug Testing**
- **LFB Paper 354 - Badgercare Plus Coverage for Childless Adults; impose higher premiums for certain individuals; limit MA eligibility to 48 months; require health risk assessment**

**ANY QUESTIONS?**



**Brown County Community Treatment Center**  
**Cost Analysis on position changes w/fringe**  
**6/11/2015**

<b>Added Positions</b>	<b>Fte's</b>	<b>Rate</b>	<b>Hours</b>	<b>Salary</b>	<b>Fringe</b>	<b>Est Cost</b>	<b>TOTALS</b>
Chief Nursing Officer	1.00	\$40.87	2080	\$85,010	\$19,598	\$104,608	
COTA - NPC	0.40	\$18.30	2080	\$38,064	\$5,012	\$20,238	
RN	0.20	\$26.98	2080	\$56,118	\$3,050	\$14,274	
Therapeutic Rec Manager	1.00	\$30.00	2080	\$62,400	\$16,195	\$78,595	
MSW	0.80	\$27.58	1950	\$53,781	\$11,917	\$54,942	
							\$272,656
<b>Eliminated Positions</b>							
ADON - NH	-1.00	\$30.10	2080	\$62,608	-\$16,226	-\$78,834	
Nursing Assistants	-3.90	\$17.42	2080	\$36,234	-\$47,794	-\$189,105	
LPN	-0.10	\$19.62	2080	\$40,810	-\$1,295	-\$5,376	
Rec Therapist (current)	-1.00	\$27.58	1950	\$53,781	-\$14,896	-\$68,677	
							-\$341,992
							<b>-\$69,336</b>

## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **May 14, 2015** at **5:15 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

**PRESENT:** KATHY PLETCHER, CARLA BUBOLTZ, TIM NIXON, JOHN VAN DYCK, and CHRISTOPHER WAGNER

**EXCUSED:** CHAD BIANCHI, NATHAN JESKE, BOB NIELSEN, and VICKY VAN VONDEREN

**ALSO PRESENT:** Brian Simons, Kimberly Young, Lori Denault, Sue Lagerman, and Curt Beyler (staff). Ben Schenkelberg, architect; Harold Kaye (Brown County Supervisor); Bill Meindl (Green Bay Development News).

### CALL TO ORDER

President Kathy Pletcher called the meeting to order at 5:20 p.m.

### II. APPROVE CONSENT ITEMS

**A. Agenda** There were no changes to the agenda. Motion by T. Nixon, seconded by C. Buboltz to approve the agenda. Motion carried.

**B. Minutes** There were no changes to the minutes. Motion by J. Van Dyck, seconded by T. Nixon, to approve the April meeting minutes. Motion carried.

### III. COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC

None.

### IV. LIBRARY BUSINESS

**A. Technology Report** Wireless printing remains an issue. Connectivity may be tested by having staff disable wifi on their personal devices. B. Simons spoke with August Neverman (BCTS) and there may be a bigger issue that will need to be addressed. If the library is trying to attract people they have to be able to get online and the network has to be reliable.

eResource Central is installed and awaiting final configuration. This product allows the patron to download an e-book directly from the catalog instead of going to the vendor's website.

Unspent e-rate funds will be used to purchase technology for all branches, usable by the public, such as large screens, smart boards, HD projectors, etc.

### **B. Financial Manager's Report, Bills and Donations**

No financial report.

### **C. FACILITIES REPORT**

**1. Facilities Committee Update** The committee, together with administrative staff, met with Jeff Kanzelberger from Performa, Inc. to share ideas about process as it relates to the Central Library. Discussions suggested focusing on services and programming and then concentrate on the building. The Facilities Committee directed the administrative team to develop a timeline and determine the library's programming needs.

**2. Southwest Branch Addition Update** C. Beyler walked the Board through plan revisions with architect, Ben Schenkelberg. The plan includes increasing public computers by 6 for a total of 20; adding two small study rooms (4-person) and one larger meeting room; increased storage; and a patio with fence. Other additions include a 7-foot wide sidewalk along building up to parking lot and extending around to the front. A new mechanical room will house its own HVAC system. C. Wagner asked about the current office windows. The infrastructure of the existing building will stay the same and the windows will be blocked in. Discussion took place about carpeting and if this would be an opportune time to update the entire building. Motion by T. Nixon, seconded by J. Van Dyck, to approve the basic design and concepts as presented including one-time costs, and bid separately for carpeting in the existing building. Motion carried. Ben Schenkelberg commented that the whole addition can be built with very little disruption to library – no dust and no noise. Other concerns expressed by C. Wagner included parking for contractors and what length of time parking for library patrons would be impeded. Being part of the actual bid and unknown at this time, it could only be estimated at 3 months. H. Kaye commented that he looks forward to moving forward on this project.

C. Beyler reviewed a spreadsheet of one-time and recurring costs associated with the expansion. Further discussion took place over who has jurisdiction over this project – the library or Public Works? It is a Public Works project but C. Beyler will work with Dale Denamur (BC Purchasing) on the bid process. J. Van Dyck asked if the City of Green Bay had been contacted about the number of required parking spots. Schenkelberg didn't think there would be an issue. B. Simons will confirm with the Mayor.

#### **V. BUDGET**

Work on the 2016 budget is underway. There are a few opportunities for savings related to digital magazine subscriptions depending on a decision the OverDrive state consortium makes. Additionally, NFLS is considering purchasing certain databases which could also result in savings if the library is currently purchasing the same ones. Other cost-saving measures were discussed. Brian's goal is to deliver a balanced budget with tough decisions outlined as well as the associated impact.

A "Donate Now," button was added to the library's website. It was suggested to list specific items that are needed and the associated price.

C. Wagner asked what the costs were for the East Branch, whose lease expires in February 2018, and if other options should be considered – like the GB Education Association building. There is a lot of property on the east side. B. Simons, C. Beyler and K. Young met with Bellevue's administrator and planner to discuss the potential of a library in Bellevue. B. Simons reported three sites were mentioned and conversations will continue to take place. The Facilities Committee would like to know the terms of the East Branch lease.

Discussion about the capital improvement plan (CIP) and what project would meet the threshold (\$250,000 minimum). One project, that would fill in the roof at the Ashwaubenon Branch would cost ~ \$450,000 – 475,000, but C. Beyler has options to do it for less. This would reduce or eliminate ice slides and prevent further deterioration of one of the staircases. Currently, the concrete slabs are drifting away from the building resulting in gaps up to an inch and a half. C. Beyler will see what repairs are necessary for safety reasons and see if it meets the CIP threshold.

The parking lot at Central will not be redone but it can be striped. The maintenance staff is patching it as needed. While it is in need of much repair, it doesn't meet threshold of the CIP. J. Van Dyck suggested talking to Public Works about asphalt. The reduction of grassy island and moving transformer near the Central Library's drive –up bookdrop will be included in the budget.

#### **VI. APPROVE APPROPRIATE LIBRARY BEHAVIOR POLICY**

B. Simons gave background on the modifications made to the policy. The new policy moves toward consistency, simplicity and clearly defines consequences for violation. Staff will be coached on dealing with behavior issues and corresponding incident reports. Sarah Krouse, managing librarian from the Wisconsin Resource Center who interacts with inmates from the DOC, worked with Central Library staff on strategies and techniques to deal with behavior problems. Individuals can be banned from the library because of problem behavior. There is an appeal process as well as opportunity to have privileges reinstated after 6 months.

The revised policy also allows food and drink in library but not at the computers. J. Van Dyck feels that policy won't stop inappropriate behavior.

**Motion** by T. Nixon, seconded by C. Buboltz, to approve the modified behavior policy. J. Van Dyck – nay. **Motion carried.** C. Buboltz noted that this is really a change in procedure.

#### **VII. APPROVE ALL DAY CLOSURE ON FRIDAY, SEPTEMBER 25, 2015 FOR STAFF DEVELOPMENT DAY**

**Motion** by T. Nixon, seconded by J. Van Dyck, to approve an all-day closure on September 25, 2015 for Staff Development Day. **Motion carried.**

**VIII. APPROVE TABLE OF ORGANIZATION CHANGE RENAMING LIBRARY DIRECTOR TO EXECUTIVE DIRECTOR** **Motion** by T. Nixon, seconded by C. Wagner, to change the Table of Organization renaming Library Director to Executive Director. **Motion carried.**

#### **IX. OLD BUSINESS** None.

**X. PERSONNEL COMMITTEE** The Personnel Committee met with B. Simons to establish expectation goals and performance, based on the position description, for his first six months. A formal review will be conducted at six months. K. Pletcher had discussed a 360 review with the Administrative Team and will initiate the process in early June.